

# Chinook Community Forest

PO Box 969 Burns Lake, BC V0J 1E4

Date: Oct 17, 2016

Location: BFP Office

---

## Public Record of Meeting

Present: Ken Nielsen, Dolores Funk, Miles Fuller, Louise Fisher, James Rakochy, Ryan Tibbets.

Teleconference: Adele Gooding, Doris Munger, Shannon Heizimsque

Meeting called to order: 9:14

### 1. OPENING PRAYER

*Doris said the opening prayer.*

### 2. REVIEW OF PREVIOUS MEETING MINUTES

Minutes of the previous meeting were accepted.

### 3. AGENDA REVIEW ADDITIONS AND DELETIONS

*The addition of research project, mentoring project and policy manual were added.*

### 4. OLD BUSINESS

- a. **Logo Design** – copyright will be signed when the designer returns from holidays.
- b. **Vision Statement** – Chinook adopted the following vision statement:

*Chinook Comfor Ltd. will be a leader in forest practise management, social values and economic development.*

- c. **CCF Pamphlet** – All shareholders were requested to submit a biography and picture for our pamphlet.
- d. **Scholarships** – Chinook will award 3 scholarships of \$1000 each to a graduating student from Lakes District Secondary School.
- e. **Mall display** – Chinook is trying to secure space for a display in the local mall.
- f. **IPads** – CCF will purchase Ipads from a local company for the use of the directors to ensure confidentiality of documents is maintained.
- g. **Research project** – CCF must do 3 research projects over the next 5 years. We will investigate the topic of our first one, and this must be added to the budget.

### 5. NEW BUSINESS

- a. **Policies** – Chinook will create a governance and operating policy handbook from the motions that CCF has already made, and will also create a grant application document for Board approval at the Nov 7<sup>th</sup> meeting.
- b. **Direct award contract** – Chinook can direct award a maximum of two contracts yearly, and each contract can be a maximum of \$10,000.
- c. **Operation Manager’s Report** –CCF is continuing with both north and south side layouts. CCF hopes to have all the information soon so they can decide which company to use regarding LIDAR. CCF’s logs will not cross Hampton’s scales until mid November.

## 6. IN CAMERA

- a. **Dividends, jobs, and granting** – CCF Directors had a lengthy discussion on how to split up company profits.
- b. **Capital Investments** There will be a budget line for capital investments and the directors spoke of different capital investments CCF may be interested in.
- c. **Recognition of Directors** – a discussion was held regarding the work that two of our directors put in previous to CCF’s incorporation. The Board elected to provide them with an honorarium.
- d. **Budget** – the directors reviewed the preliminary budget that was made by the executive. Revisions were made.
- e. **Official opening of CCF** – will be Nov 1 at the Babine mill at 9:00 am.

*Meeting adjourned at 1:40*

*Next meeting: Nov 7*

*Future meeting dates: Nov 21, Dec 5, Jan 9*